

ASHWELL PARISH COUNCIL

Headline Risk Assessment Policy

Review : Minimum of annual or as necessary

Responsibility: Full Council (as part of annual internal audit proposal/approval). All items considered to be LOW RISK

Headings	Identified areas/documents	Check/action
1. Financial	Financial Regulations (inline with HAPTC/SLCC/NALC models/guidance) Internal Audit Review of Effectiveness	Y
2. Physical	Premises and equipment. Locations/sites have individual Management and Risk Assessment, Policies and Risk Assessments linked to these. Insurance cover (schedule includes public and employee/councillor ad volunteer liability insurance)	Y
3. Organisation	Standing Orders (in line with HAPTC/SLCC/NALC models/guidance)	Y
	Code of Conduct/register of inteests (in line with HAPTC/SLCC/NALC models.guidance and NHC as responsible authority)	Y
	Freedom of Information (policy and required actions in place)	Y
	GDPR (policy and required actions in place)	Y
	Litigation (insurance cover)	Y
	Employer responsibilities. Staff contracts and appropriate risk assessments in line with HAPTC/SLCC/NALC models/gidance.	Y
	IT Failure (insurance cover)	Y
	PR and reputation. Meetings in public and agenda and minutes published, website (includes options for sign up and regular updates) monthly items in village news and on noticeboards, Yearbook published in March and delivered free to all households and businesses.	Y

Date of review: May Council 2025

Date of next review: October Finance Meeting